

ADMINISTRATIVE
INTERNAL USE ONLY

29 MAY 1973

MEMORANDUM FOR: Director of Medical Services

SUBJECT : Computer Programmer Aptitude Testing

1. For a number of years we have in the Staff Personnel Division been administering a commercially prepared computer programmer aptitude test both for selected applicants and for selected employees who are being considered for advancement in the computer field. The genesis of our administering this test is not very clear. It seems that as a matter of convenience, based on our location, and function, based on our contact with applicants, it was concluded at some point in time that we would provide this service for computer elements in the Agency. Although the test does not appear to require professional administration, we are not really in the testing business per se. The Chief, Staff Personnel Division has talked with the Chief, [REDACTED] about transferring the administration of this test from SPD to PSS, and it appears that there are no major impediments.

25X1A

2. I have ordered a new supply of test booklets which should last 12 to 14 months based on our past average of administering 6 to 8 tests per month. The cost of the test booklets and the scoring and test evaluation amounts to \$1120 for 100 tests.

3. I would appreciate your concurrence in transferring this function in July 1973 from the Office of Personnel to the Office of Medical Services.

/s/Harry B. Fisher

Harry B. Fisher
Director of Personnel

Attachment

CONCURRENCE:

SIGNED

JOHN R. TIETJEN M.D.

John R. Tietjen
Director of Medical Services

31 MAY 1973

Date

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Distribution:

- 0 - D/OMS (to be returned to D/Pers)
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- 1 - C/SPD/OP

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ATTACHMENT

STATINTL

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<input type="checkbox"/>	APPROVAL	<input type="checkbox"/>	DISPATCH	<input type="checkbox"/>	RECOMMENDATION
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<input type="checkbox"/>	CONCURRENCE	<input type="checkbox"/>	INFORMATION	<input type="checkbox"/>	SIGNATURE

Remarks:

Can we afford this on a continuing basis?

OTIS should be able to handle as it is only about \$1200 per year. pi

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STATINTL

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OFFICIAL ROUTING SLIP			
TO	NAME AND ADDRESS	DATE	INITIALS
1	CPSS	30 May 73	RB
2			
3	This makes eminently good sense. I concur heartily.		
4			
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ACTION		DIRECT REPLY	PREPARE REPLY
APPROVAL		DISPATCH	RECOMMENDATION
COMMENT		FILE	RETURN
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Remarks: <p>Your views on recon mission request</p> <p style="text-align: right;">30 MAY 1973</p>			
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